



Proposed HR Policy Revisions

**Drug & Alcohol Testing, FMLA &
Worker Compensation**

**BOS Work Session
August 27, 2013**

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Proposed Drug & Alcohol Policy Revisions

- Identified additional safety sensitive positions (Pre-employment testing and Random testing)
 - Public Safety
 - Detention
 - Jail Medical
- Post Accident Testing Criteria Changes
 - Reasonable Suspicion Criteria and,
 - Any incident in a County vehicle or equipment which causes injury or damage to property.
- Re-employment Testing
 - Safety sensitive positions after 30-day absence
- Allows blood test in lieu of breath test if breath test is not available at a testing facility.



Proposed FMLA Policy Revisions (Federally mandated updates)

- Federal clarification on definitions of:
 - “Son or Daughter”
 - “In loco parentis”
 - Qualifying serious health conditions
 - Employer obligation to accept employee request for intermittent leave or reduced work schedule
- Expand FMLA coverage for:
 - Military Family Leave Entitlement
 - Qualifying Exigency Entitlement
 - Veteran Caregiver Entitlement
- Policy administration changes
 - Holiday pay
 - Partial day absence for exempt employees
 - Non-discrimination statement for Title VII
 - Non-discrimination statement for GINA
 - USERRA service counted in determining FMLA eligibility
- Merit increases and awards received if eligible to employee



Proposed Worker Compensation Revisions (Statutorily mandated updates)

- Mandated updates for Public Safety employees (ARS 38-961)
 - Expands WC benefits for PS employees up to 180 calendar days
 - Employer must continue to pay employee's full base pay
 - Employer must continue to pay the employer portion of enrolled health benefits
 - Employer must pay both employer and employee's contribution to the applicable retirement system
 - Employer must not reduce the employee's paid leave balances



Tentative Schedule

- Distribution of proposed revisions to DD/EO and Board of Supervisors 8/20/13
- Follow up Work Session with BOS 8/27/13
- Receive feedback from Department Directors/Elected Officials 9/10/13
- Distribution of proposed revisions to employees 9/17/13
- Receive feedback from Employees 10/1/13
- Final revisions adopted by BOS 11/5/13
- Policy Distribution and Implementation 11/15/13